

ISSUANCE TRANSMITTAL
SHEET

N A S A
National Aeronautics and
Space Administration

George C. Marshall Space Flight Center
Marshall Space Flight Center, Alabama 35812

Issuance Number: MMI 1620.3C, Ch 1

Date: Jun 30, 1982

Material Transmitted:

1. Management Instruction, MMI 1620.3C, Change 1, subject: Control and Issuance of Firearms.
2. Make the following pen and ink change:

In paragraph 5.a.(2) where it reads "Management Services Office" change it to read "Management Operations Office".

(original signed by)
James T. Murphy
Director, Administration and
Program Support

Distribution:
SDL 3

Filing Instructions:

File this Transmittal Sheet in front of MMI 1620.3C.

George C. Marshall Space Flight Center
Marshall Space Flight Center, Alabama 35812

Issuance Number: MMI 1620.3C

Date: Sep. 25, 1975

Material Transmitted:

1. Management Instruction, MMI 1620.3C, subject: Control and Issuance of Firearms.
2. This Instruction has been revised to:
 - a. Update it organizationally.
 - b. Reformat it in accordance with MMI 1410.1B.

Filing Instructions:

Remove MMI 1620.3B and insert the attached MMI 1620.3C.

MSFC-Form 1376 (Rev. July 1979)

George C. Marshall Space Flight Center
Marshall Space Flight Center, Alabama 35812

Originating Organization: AS01	Effective Date: Sep 25, 1975	MMI: 1620.3C
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Subject: CONTROL AND ISSUANCE OF FIREARMS

1. PURPOSE

To establish responsibilities and procedures for control and issuance of firearms for official purposes, and for possession of firearms on MSFC property for other purposes.

2. SCOPE

This Instruction is applicable to all personnel assigned to or visiting this Center and any component installations of the Center.

3. REFERENCE

NASA Management Instruction, NMI 1620.2.

4. POLICY

Firearms carried on MSFC property must be covered by proper authorization or certification.

5. FIREARMS FOR MSFC OFFICIAL USE

a. Firearms and Ammunition

- (1) Firearms and ammunition will be of American manufacture. Caliber 38 revolvers, 12 gauge shotguns, and caliber 30-30 lever action carbines are the only types of firearms authorized for official use.
- (2) Firearms and ammunition to be used by MSFC employees will be controlled by the Chief, Security Division, Management Services Office (AS51), hereinafter referred to as the MSFC Security Officer.

- (3) Firearms and ammunition issued to and/or used by MSFC guard contractor employees will be stocked and issued by the security guard units at their respective guard headquarters buildings. One revolver and 50 rounds of ammunition will be stocked for each uniformed employee. Shotguns, carbines, and related ammunition will be stocked as specified by the MSFC Security Officer. Non-uniformed guard contractor employees will not be issued firearms.

b. Training

- (1) Personnel authorized to use firearms will be trained on firearms ranges approved by the MSFC Security Officer.
- (2) All training must be conducted by instructors designated by the MSFC Security Officer or the certifying authority at MSFC component installations.
- (3) Firearms instructors will use MSFC Form 1734 (Record of Training-Security) in maintaining records of personnel certified to use firearms in connection with official duties. The record will include periods of training, scores, number of rounds fired, and other pertinent data relating to individual qualifications.

c. Certification

- (1) The MSFC Security Officer has been designated as The MSFC Certifying Official. He will delegate certifying authority to a representative at MSFC component installations.
- (2) Personnel will be certified only after they have achieved an established minimum score by firing a course approved by either the MSFC Security Officer or the certifying authority at MSFC component installations.
- (3) NASA personnel carrying firearms must have in their possession NASA Form 699A (Certificate of Authority to Carry Concealed Firearms), MSFC guard contractor employees carrying firearms must have in their possession NASA Form 699B (Certificate of Authority to Carry Unconcealed Firearms).

6. FIREARMS CARRIED ON MSFC BY LAW ENFORCEMENT PERSONNEL

Federal and civil law enforcement personnel may possess weapons on MSFC property when performing official duties.

7. FIREARMS ON MSFC FOR RECREATIONAL PURPOSES

- a. Firearms will be permitted on MSFC property in connection with activities sponsored by recognized NASA/MSFC recreational organizations only. MARS or other NASA/MSFC recreational groups that sponsor activities involving the use of firearms will be responsible for instructing their members in the safe use and transportation of firearms in accordance with NRA standards.
- b. Persons desiring to transport firearms on MSFC property must be a member of a NASA/MSFC recreation group and possess a valid membership card.
- c. Firearms may be transported on MSFC property only on the day of a scheduled event -- solely for the purpose of participating in that event, i.e., revolvers are not permitted at a "SKEET shoot".
- d. Firearms may not be transported concealed on-the-person.

8. RECISION

This Instruction supersedes MMI 1620.3B.

(original signed by)
John S. Potate
Associate Director (Management)

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